

UNITED STATES DISTRICT COURT  
DISTRICT OF MARYLAND

CHAMBERS OF  
STEPHANIE A. GALLAGHER  
UNITED STATES DISTRICT JUDGE  
MDD\_SAGchambers@mdd.uscourts.gov

101 WEST LOMBARD STREET  
BALTIMORE, MARYLAND 21201  
(410) 962-7780

February 17, 2021

Donald McDuffin Williams  
62055-037  
Federal Correctional Complex-Petersburg  
P.O. Box 1000  
Petersburg, VA 23804

RE: Donald McDuffin Williams v. Midwest Recovery System, LLC  
Civil Action No. SAG-20-204

Dear Mr. Williams,

I have received your Motion for Default Judgment, ECF 20. Federal Rule of Civil Procedure 55 governs a two-step process for obtaining default judgment against parties who fail to respond. Obtaining a default judgment is a two-step process. A party must first obtain a Clerk's Order of Default by filing and serving by mail a motion for entry of default by the Clerk, and then file a separate motion for default judgment. Therefore, your motion for default judgment, ECF 20, is denied without prejudice until the two-step process is followed. I will extend the deadline for your filing to **March 15, 2021**.

Despite the informal nature of this letter, it is an Order of the Court and will be docketed as such.

Sincerely yours,

/s/

Stephanie A. Gallagher  
United States District Judge

cc: Midwest Recovery Systems, LLC  
514 Earth City Plaza  
Earth City, Missouri 63045